

**Historic Yorktown Design Committee**  
***Organizational Meeting***

**June 3, 2004**

Minutes

Conference Room

County Administration Building

224 Ballard Street

**Members Attending:** Jennifer Carver, Chuck Murray, Harvey Weinstein

**Staff Attending:** Mark Carter

Mark Carter welcomed the members and expressed the County's appreciation for their willingness to serve on the HYDC. He noted that Nancy Laurier had been appointed by the Board of Supervisors as an alternate member. He said the main item of business for the meeting was to select a chairperson, to identify a regular meeting date, and to consider adoption of the Bylaws. He opened the floor for nominations for Chair of the HYDC.

Mr. Weinstein nominated Mr. Murray for the position of Chairman. There being no other nominations, Mr. Murray was elected by unanimous vote.

The Committee discussed general procedures and the scheduling of meetings in relation to the submission of applications. Mr. Carter recommended that the committee establish a regular monthly meeting and noted that if no applications were received, the meeting could be cancelled.

The Committee agreed to establish its regular meeting date as the 3<sup>rd</sup> Wednesday of each month at 7:00 p.m. in the East Room at York Hall, to be effective in August. For the month of July, the Committee agreed to meet on July 7<sup>th</sup>, if necessary.

Mr. Murray called for discussion of the draft Bylaws. Mr. Carter noted that the draft was modeled on the procedures used by the City of Williamsburg, adjusted as necessary to reflect the specifics of the Yorktown Historic District regulations. Ms. Carver moved to approve the Bylaws, as drafted. Mr. Weinstein seconded the motion, which carried unanimously.

There being no further business to discuss, the meeting was adjourned.

Respectfully Submitted,

Mark Carter, Secretary.

Adopted August 18, 2004.